

## CASS COUNTY FIRE DISTRICT 1

### MEETING MINUTES

JANUARY 19, 2012

#### CALL TO ORDER

The Cass County Fire District 1 (CCFD1) Board met at 6:30 p.m. at Cass County Fire District Station. Meeting was called to order by Secretary/Treasurer, Bridget Enyeart. Vice-Chairman, Lori Forrer was present. At this time the seat vacated by former Chairman, Sherman Kantzer, is left unfilled by the Cass County Commissioners.

#### MINUTES

Meeting minutes of December 16, 2011, were reviewed. Lori Forrer made a motion to accept the minutes, Bridget Enyeart seconded. ***Motion passed 2-0.***

#### TREASURER'S REPORT/PAYMENT OF CLAIMS

Disbursements for January were as follows: Dilling LLC, for the monthly building contractual obligation and Logansport Municipal Utilities for private hydrant fees.

A bill was presented from previous board member, Sherman Kantzer, in the amount of \$438.04. \$390 was for attendance to board meetings, Commissioner's meetings and a Cass County Council meeting. The remaining \$48.04 was monies spent by Sherman regarding long distance telephone calls, postage, copies, and fees associated with filing a grant application. Both Bridget and Lori agreed that no other board member has requested or been paid for their public service. Bridget Enyeart indicated that she has provided envelopes, postage, photocopies of minutes and has made long distance telephone calls on behalf of CCFD1, and will not ask for reimbursement for her public service. Bridget made a motion to pay Mr. Kantzer \$48.04 for his miscellaneous expenses but rejects paying Mr. Kantzer for attending Board meetings or mileage. Lori Forrer seconded the Motion. ***Motion passed 2-0.*** A check will be disbursed to Sherman Kantzer for \$48.04.

Treasurer's Report was given by Bridget Enyeart. Checking account balance was \$82,642.24, and the Savings account balance was \$43,530.92. Eel, Noble and Clay Township's tax draw was deposited into the checking account this month. Bridget Enyeart made a motion to approve the Treasurer's Report. Lori Forrer seconded. ***Motion passed 2-0.***

#### ELECTION OF OFFICERS

Bridget Enyeart nominated and made a motion that board member Lori Forrer serves as Vice Chairman for 2012. Lori Forrer accepted the nomination. ***Motion passed 2-0.***

Lori Forrer made a motion and nominated board member Bridget Enyeart to serve as Chairman and Treasurer for 2012. Bridget Enyeart accepted the nomination. ***Motion passed 2-0.***

Bridget made a motion and nominated the empty board seat to serve in the capacity of Secretary for 2012, once the Cass County Commissioners has appointed an individual to the Board. Lori Forrer seconded the motion. ***Motion passed 2-0.*** Both Lori and Bridget agreed to take turns recording the minutes until the third board member has been seated.

### **CONTRACTUAL SERVICE PAYMENT**

CCFD1's contract payment for the first six months was due on January 15, 2012. There is currently a lack of funds to pay New Waverly Fire Department the full contract amount until we receive the anticipated tax draw in June, 2012. New Waverly Fire Department agreed to work with us and take a current payment of \$110,000. The Board appreciated New Waverly Fire Department working with us. Board member Bridget Enyeart will research to see if there are any funding alternatives in order to pay the remaining balance to New Waverly Fire Department by the end of March 2012.

### **2012 REVISED MEETING CALENDAR**

Discussion was held regarding the current meeting time and date. Bridget Enyeart made a motion to set future meetings for CCFD1 to the last Thursday of every month and to make the meeting time at 5:30 p.m. Board member Lori Forrer seconded the motion. ***Motion passed 2-0***

### **LOCAL ATTORNEY/LOCAL ACCOUNTANT**

Discussion was held asking board members to try and find a local attorney and accountant to help with simple matters such as contracts, accounting, etc. Due to the infancy of CCFD1, the Board will continue to consult with Peters Consultants and Mr. Buschmann as needed for Indiana State reporting requirements, budgets and state government relationships, but will start its search in trying to locate someone local that is willing to assist us with tasks relating to local issues and matters within Cass County.

### **DEVELOPMENT OF BYLAWS FOR THE BOARD**

Discussion was held regarding drafting a set of bylaws for future board members to follow. It was decided that this will be a goal for our Board in 2012. Suggestions are currently being accepted and a rough draft will be typed. It is hopeful that a draft can be presented to the public for discussion by late August 2012.


### **PUBLIC COMMENTS**

No public comments.

### **MEETING ADJOURNMENT**

Bridget Enyeart made a motion to adjourn the meeting at 7:23 p.m. Lori Forrer seconded. ***Motion passed 2-0.***

Respectfully submitted,

  
Bridget I. Enyeart,  
Secretary